

Preliminary Damage Assessment (PDA) – Field Team Checklist

Part 1 of 2 – Potential Applicant Interview

PDA Questions	Supporting Questions	Possible Documentation
PART 1 – Potential Applicant (County, Parish, or other major jurisdiction) Interview		
<ul style="list-style-type: none"> The PDA Team will conduct an interview with the Potential Applicant Representative to gather information regarding the overall impacts to the jurisdiction and to determine the priorities for conducting the site-specific assessments. The PDA Team members must be considerate of the circumstances under which the local representatives are working, as they may be involved with personal losses as well as increased responsibilities in responding to the recovery efforts. Therefore, PDA Team members should be well prepared for the meeting and conduct the meeting as expeditiously as possible. <ul style="list-style-type: none"> ⇒ Prior to this meeting, collect and review location maps, FIRM maps, the summary of known damages and impacts, previous disaster history, and other pertinent information as may be available. ⇒ Utilize this checklist to extract the most important and complete information in an efficient and effective manner. Note that this checklist is not intended to provide specific eligibility guidance. Refer to the <i>PA Guide and Policy Digest</i> for eligibility guidance. Refer to Part 2 – Site Assessments and Projections: Category-Based Review for individual site questions. Refer to the <i>PDA Operations Manual Annexes</i> for additional guidance pertaining to PDAs conducted in the Pacific Islands, Indian Reservations, and Alaska Native Villages. 		
1. What is the population of the locality?	<ul style="list-style-type: none"> What is the size of the locality? Do you have a map? Do you have the latest census data? Where are the population centers? How big are they? 	<ul style="list-style-type: none"> Population Data Population Map
2. Where are the worst hit areas of your community?	<ul style="list-style-type: none"> Where are the most severely impacted areas? Do you have a list of damages? Where are the most costly damages? What critical facilities were damaged? Are these damages representative of damages throughout the locality? How many such sites are there? <i>(For use in projecting costs rather than conducting site assessments)</i> Do you have a preference on which damages/facilities should be addressed first? How will repairs be made? How do you intend to bring the damaged areas back to pre-disaster conditions (i.e., repair, replacement, relocation)? Do you have any historical data that would allow you to estimate the costs of these repairs? 	<ul style="list-style-type: none"> List of damages, identifying critical facilities and prioritizing them for site assessments Location of impacted areas and damage sites (preferably identified on a map) Historic cost data <i>Critical Facilities/Essential Services include: Hospitals and urgent care facilities; electric utilities, facilities, and systems; water and wastewater treatment facilities; communications facilities; fire and police stations; schools, etc.</i>
3. What are the impacts of these damages on the local community?	<ul style="list-style-type: none"> Which damages identified above have the most severe impact on the community? Why? What health and safety impacts have been identified? Are there any continuing threats that limit the assessment of conditions? Have essential services been disrupted? For how long? How much of the community is affected? 	<ul style="list-style-type: none"> Summary of impacts Verification of health and safety situation (CDC information, requirements for vector control, etc.) Summary of committed resources

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	<ul style="list-style-type: none"> • Are any population segments isolated? • What are the community's current response actions? • What local resources have been committed to these efforts? • What are the effects on local business and commerce? Has the tax base of the community been affected? • How will the jurisdiction recover if no Federal assistance is available? 	
4. <u>Regarding Debris:</u> To what extent did the disaster generate debris-related issues?	<ul style="list-style-type: none"> • Have you estimated how much debris there is? How was this estimate made? • Where is the debris concentrated? Which areas are most critical? • What types of debris do you know about (e.g., vegetative, construction, sediments, hazardous materials)? • Are there any hazardous debris issues (i.e., hazardous materials, environmental or industrial waste products, contaminated soils/water/air, pests, putrid materials, explosives, etc.)? • Do you have a debris management plan in place? • Do you have any local ordinances related to debris handling and segregation? • Is there debris on private property? How is that being addressed? • Are locals bringing debris to drop-off areas? • How is the debris getting to the storage or reduction sites? • Do you have the names, locations, capacities, and types of debris allowed for each of the disposal sites? • Are you using any debris reduction methods (i.e., chipping, grinding, burning)? • Are you recycling or reusing any of the debris? • Are you using force account labor, contract services, or other means for debris removal and monitoring? • What types of contracts will be used to perform the work, if any? • Are there any pre-disaster debris contracts in place? For debris removal or debris monitoring? 	<ul style="list-style-type: none"> • Location maps of debris-affected areas • Location maps of debris pickup sites, storage sites, and disposal sites • Estimates of types and quantities of debris • Estimates of removal, handling, and disposal costs, if available • Debris management plan • Copies of local ordinances related to debris handling and segregation • Debris contracts <p>Possible Resource</p> <ul style="list-style-type: none"> • Debris Specialist
5. <u>Regarding Emergency Response and Protective Measures:</u> To what extent are	<ul style="list-style-type: none"> • What essential services were affected by the threat of the event? What did you do to minimize or address those impacts? • Were evacuations necessary? • Did the police, ambulance, and fire department 	<ul style="list-style-type: none"> • Summary of emergency response efforts • Location map of affected areas • Summary of related scope and cost estimate

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<p>emergency response, services, and protective measures necessary?</p>	<p>response efforts require significant overtime?</p> <ul style="list-style-type: none"> • Were any temporary facilities opened for emergency medical care? • Did you do any sandbagging, flood controls, or pumping prior to or during the event? Describe. • Were traffic controls, road barricades, or other vector controls necessary? • Were constructed emergency protective measures (e.g., slope stabilization, building bracing) taken to prevent further damage or to protect the public? 	<p><i>Refer to Part 2 Category B for a list of potentially eligible emergency work.</i></p>
<p>6. <u>Regarding damage to structures (facilities):</u> To what extent has public infrastructure been damaged?</p>	<p>Roads and Bridges</p> <ul style="list-style-type: none"> • Are roads and bridges damaged? • Which ones affect access to critical facilities? • Are those roads on the Federal-Aid System or the responsibility of another agency? • Are alternate routes designated to bypass these damages? <p>Water Control Facilities</p> <ul style="list-style-type: none"> • Are any water control facilities (channels, dams, levees) damaged? • Are repairs to these facilities the responsibility of another Federal agency (USACE, NRCS)? <p>Buildings and Equipment</p> <ul style="list-style-type: none"> • Are critical care facilities damaged? • What other structures incurred significant damages? • Have safety inspections been conducted on any structures? • Do any structures require immediate bracing or other protective measures? <p>Utilities</p> <ul style="list-style-type: none"> • Are any utility distribution and collection systems damaged? • Are any treatment plants or other physical plants damaged? • To what extent is service disrupted? <p>Parks, Recreational Facilities, Other</p> <ul style="list-style-type: none"> • Are any parks or recreational facilities damaged? • Are any beaches damaged? Are these beaches engineered or natural? 	<ul style="list-style-type: none"> • Locations of damaged facilities • Summary of impacts • Summary of alternate or emergency means of providing facility function • Specifications, codes, and standards • Historic cost information • Safety inspection reports • Photographs <p>Possible Resource</p> <ul style="list-style-type: none"> • Consider need for Technical Specialists to assist with site assessments (geotechnical, structural, bridge, water treatment, etc.)

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<p>7. Have you done any preliminary site-specific evaluations of the worst-hit areas?</p> <p>Have you completed any emergency repairs?</p>	<ul style="list-style-type: none"> What emergency measures have been taken to temporarily or permanently restore function or to provide temporary protection from unstable conditions? Why were those sites selected for assessment or emergency repairs? How did you quantify/estimate the damages or impacts? Do you have an estimate of cost for these efforts? 	<ul style="list-style-type: none"> Location of sites (preferably identified on a map) Preliminary damage assessments conducted by jurisdiction Scope of any repairs Estimate of costs
<p>8. What type of insurance do you have for the damaged facilities?</p>	<ul style="list-style-type: none"> What basic insurance coverage do you have? (Wind, flood, fire, earthquake, etc.) What are the deductibles on the policies? Do you have a policy for buildings? Does it apply to all properties or is it limited? Does insurance coverage extend to contents? Are the damages within the floodplain or Special Flood Hazard Areas? Is there flood insurance for the damaged areas? Does the insurance coverage extend to rental or leased facilities? Have any of the damaged facilities received Public Assistance funding in previous disasters? If so, provide verification of such coverage. 	<ul style="list-style-type: none"> Damage locations identified on a FIRM Copies of the insurance policies, including any declarations pages and exclusion components <p>Possible Resource</p> <ul style="list-style-type: none"> Insurance Specialist
<p>9. Had hazard mitigation measures been incorporated into repairs or design of any of the damaged facilities?</p>	<ul style="list-style-type: none"> Are any hazard mitigation efforts already in place from previous events? How did they perform? Are there any mitigation measures routinely constructed by your community when repairing damaged facilities that should be considered in this recovery effort? Do you have any design or cost data for such measures? 	<ul style="list-style-type: none"> Summary of constructed mitigation measures, including related facility locations and assessment of performance Summary of mitigation measures for consideration, related costs <p>Possible Resource</p> <ul style="list-style-type: none"> 406 Hazard Mitigation Specialist
<p>10. Do you know of any environmental (including floodplain) or historic preservation issues?</p>	<ul style="list-style-type: none"> Are there any environmentally sensitive areas, such as streams, lakes, estuaries, wetlands, beaches, coastal areas, or floodplains? Are any of the damaged areas on the National Register of Historic Places or the State registry? Are there any pristine or undisturbed areas, such as wetlands, forested areas, or parks? Are there any hazardous materials on or adjacent to the damaged areas? If so, what do you know about the hazardous materials? Are there any known impacts to the water quality in the area? The air quality? Is any damage within any active farmland? 	<ul style="list-style-type: none"> Location map or summary of environmentally sensitive areas Location map or summary of historic districts or buildings <p>Possible Resource</p> <ul style="list-style-type: none"> Environmental Specialist Floodplain Specialist Historic Preservation Specialist

Preliminary Damage Assessment – Field Team Checklist

Part 2 of 2 – Site Assessments and Projections: Category Based Review

PDA Questions	Supporting Questions	Possible Documentation		
Part 2 – Site Assessments and Projections: Category-Based Review				
<ul style="list-style-type: none">• The following questions are intended to collect two levels of information: site-specific assessments and projections of damages at similar sites (non-inspected sites). The organization of this checklist follows FEMA's categories of work classifications as a means to systematically address similar type damages. Additional questions should be considered based on the damage and circumstances observed.• Based on the information collected during Part 1 of the interview process, the PDA Team members prioritize the sites to visit the most severely damaged areas and facilities first.<ul style="list-style-type: none">⇒ Visually inspect and evaluate all major damage identified during this process. Develop and record abbreviated scopes of work, cost estimates, and disaster impacts for each priority site. Report information on the PDA Site Assessment Form.⇒ Through discussions with the Potential Applicant Representative, identify and document comparable sites where less severe damages occurred. This information is collected to project additional costs of damages without requiring individual site assessments. Report information on the PDA Site Assessment Form.• Note that this checklist is not intended to provide specific eligibility guidance. Refer to the <i>PA Guide and Policy Digest</i> for eligibility guidance.• Caution!! Before visiting the site or entering a facility, determine if the facility is safe to visit and inspect.<ul style="list-style-type: none">⇒ Ask the Potential Applicant or State Representative if there are any safety inspection reports for the sites.⇒ Determine if there are any known physical, biological, or chemical hazards that may require special precautions and/or equipment during the inspection.⇒ Look for cracks in roads or movements in slopes to indicate potential ground instability.⇒ While inspecting the site, travel in teams of at least three people, if possible. Be alert to potential hazards. Ensure that someone knows your whereabouts prior to inspections.				
Category A – Debris				
<ul style="list-style-type: none">• In large disaster events, separate Debris Teams may be assigned to conduct PDAs for debris. In the absence of PDA Debris Teams, the PDA Field Team should ask the following questions during the interview. However, if the impact from disaster-related debris is found to be significant, it may be appropriate to request a Debris Specialist to assist with this assessment.• To be eligible for FEMA Public Assistance funding, debris removal must be necessary to eliminate immediate threats to life, public health and safety, the threat of significant damage to improved public or private property, ensure economic recovery of the affected community, or mitigate risk to life or property by removing substantially damaged structures (FEMA Disaster Assistance Policy 9523.4).• Types of debris will vary depending on the nature of the disaster and may include any one of the following debris types:<table><tr><td><ul style="list-style-type: none"><input type="checkbox"/> Vegetative (trees, limbs, brush)<input type="checkbox"/> Construction and demolition (C&D) (siding, roofs, porches, brick and block, etc.)<input type="checkbox"/> Major appliances (washers, dryers, freezers, refrigerators)<input type="checkbox"/> Household hazardous materials (normal amounts and types of cleaning materials, gas or propane cylinders, paint, etc.)</td><td><ul style="list-style-type: none"><input type="checkbox"/> Hazardous materials (major industrial, commercial, agricultural, recreational products)<input type="checkbox"/> Sediment/sand<input type="checkbox"/> Metals (metal roofs, manufactured homes)</td></tr></table>			<ul style="list-style-type: none"><input type="checkbox"/> Vegetative (trees, limbs, brush)<input type="checkbox"/> Construction and demolition (C&D) (siding, roofs, porches, brick and block, etc.)<input type="checkbox"/> Major appliances (washers, dryers, freezers, refrigerators)<input type="checkbox"/> Household hazardous materials (normal amounts and types of cleaning materials, gas or propane cylinders, paint, etc.)	<ul style="list-style-type: none"><input type="checkbox"/> Hazardous materials (major industrial, commercial, agricultural, recreational products)<input type="checkbox"/> Sediment/sand<input type="checkbox"/> Metals (metal roofs, manufactured homes)
<ul style="list-style-type: none"><input type="checkbox"/> Vegetative (trees, limbs, brush)<input type="checkbox"/> Construction and demolition (C&D) (siding, roofs, porches, brick and block, etc.)<input type="checkbox"/> Major appliances (washers, dryers, freezers, refrigerators)<input type="checkbox"/> Household hazardous materials (normal amounts and types of cleaning materials, gas or propane cylinders, paint, etc.)	<ul style="list-style-type: none"><input type="checkbox"/> Hazardous materials (major industrial, commercial, agricultural, recreational products)<input type="checkbox"/> Sediment/sand<input type="checkbox"/> Metals (metal roofs, manufactured homes)			
1. Where is the debris located? What area is affected?	<ul style="list-style-type: none">• Is the debris blocking roads?• Is the debris on public or private property, or both? What percentage is on each?• What is the concentration of debris across the area?• Was the debris generated by the disaster?	<ul style="list-style-type: none">• Locate boundaries of debris on a map• Describe the size of the area over which the debris is distributed and its density within that area• Indicate whether the area identified represents total or significant infrastructure		

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Part 2 of 2 – Site Assessments and Projections: Category Based Review

PDA Questions	Supporting Questions	Possible Documentation
		<p>destruction over a widespread area with potential for large-scale demolition and debris removal</p> <ul style="list-style-type: none"> Indicate which areas were identified by the local officials and which areas were visually observed by the PDA Team
2. What properties or services are affected by this debris?	<ul style="list-style-type: none"> Is debris removal necessary to eliminate immediate threats or ensure economic recovery? Are demolition efforts necessary to mitigate the risk to life and property? (FEMA Disaster Assistance Policy 9523.4) What types of properties are affected by the debris? What types of services are affected by the debris? 	<ul style="list-style-type: none"> Summary of observed debris conditions that would not be eligible Summary and location of impact
3. What types and volumes of debris were generated?	<ul style="list-style-type: none"> What types of debris were generated? Are there any unusual debris types that require special handling and disposal? Is any special equipment needed to remove the debris? What quantity of debris was generated? How was this quantity measured? 	<ul style="list-style-type: none"> Record type or types of debris Estimate and record quantities in cubic yards, if possible Indicate which areas were identified by the local officials and which areas were visually observed and measured by the PDA Team (verify local data with representative sampling) Provide photographs of representative conditions
4. How will the debris activities be conducted? By what means has any debris already been removed?	<ul style="list-style-type: none"> What resources will be utilized to remove and dispose of the debris? What level of force account resources have been or are expected to be engaged (number of resources, duration of effort)? Have any debris-related activities been conducted by the State DOT or through mutual aid agreements? Have volunteers contributed to the removal efforts? Will any portion of the work be conducted by contractors? Have contractors been activated? How were the contracts procured? Who will be conducting monitoring? 	<ul style="list-style-type: none"> Record proposed method of removal and monitoring Copies of debris contracts Document volunteer effort (but record costs as \$0)
5. How will the debris be handled? Disposed of?	<ul style="list-style-type: none"> Can the debris be transported directly to the final waste site? Will there be separate staging and handling areas before it gets to the final site? Does the landfill have the capacity for all debris? Are there daily limits at the landfills that restrict the daily intake? Will that be a problem? 	<ul style="list-style-type: none"> Document proposed method of collection, handling, and disposal

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PDA Questions	Supporting Questions	Possible Documentation
6. What is the estimated cost for this effort?	<ul style="list-style-type: none"> Do you have historic cost information for similar activities? Do you have unit price or other cost information from current debris contracts? Are there tipping fees at the landfills or are they waived for this event? How else would you estimate the cost of these efforts? Are any of the debris operations covered by insurance? 	<ul style="list-style-type: none"> Describe basis of cost estimate Consider only overtime labor costs Use debris removal unit costs that include pickup through disposal, as appropriate Deduct anticipated insurance proceeds, if any Record completed work and estimates of future work Record inaccessible/concealed conditions with \$0 cost estimates List estimated costs for efforts to be provided by other Federal agencies as \$0 List volunteer efforts as \$0
7. Are there additional sites with comparable, but less severe damage?	<ul style="list-style-type: none"> Where are these sites located? What properties or services are affected? What types and volumes of debris were generated? Is any of the work completed? How was, or will, the work be conducted? How was, or will, the debris be handled? What is the estimated cost of this work? 	<ul style="list-style-type: none"> Record circumstances and projected costs for similar damage at additional sites
8. Will the State be requesting INF for these efforts?	<ul style="list-style-type: none"> If so, what portion of the work will be performed immediately and paid for within the first 60 days after the disaster declaration (if declared)? 	<ul style="list-style-type: none"> Summary of debris removal that would be eligible for INF

Category B – Emergency Protective Measures

- To be eligible for FEMA Public Assistance funding, emergency protective measures must be necessary to reduce or eliminate immediate threats to life or public health and safety, or to reduce the threat of significant damage to improved public or private property.

- The types of emergency protective measures that may be considered include:

Emergency Response

- ☐ Search and rescue
- ☐ Security or additional security resources
- ☐ Security patrols/barricade flooded or hazardous streets and roads/use police vehicles with flashing lights
- ☐ Emergency evacuations of medical and custodial care facilities
- ☐ Rescue, care for, or shelter household pets
- ☐ Pump trapped floodwaters that threaten improved property, from flooded basements under widespread flooding conditions, or from septic tanks
- ☐ Decontaminate wells if there's a widespread

- ☐ Provide food, water, ice, and other essential needs at distribution points for use by the local population
- ☐ Dispose of dead animals
- ☐ Provide temporary facilities for schools and essential community services
- ☐ Open and activate local or State Emergency Operations Center
- ☐ Provide vector control
- ☐ Remove snow

Constructed Emergency Measures

- ☐ Conduct safety inspections to establish whether a damaged structure poses an immediate threat
- ☐ Demolish buildings that pose an immediate threat

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<p>pollution threat</p> <p>Emergency Services</p> <ul style="list-style-type: none"> <input type="checkbox"/> Warn public of risks and hazards <input type="checkbox"/> Protect against an influenza pandemic <input type="checkbox"/> Provide emergency mass care and shelter operations <input type="checkbox"/> Provide emergency power generation for essential services 	<ul style="list-style-type: none"> <input type="checkbox"/> Emergency measures to prevent further damage to or secure an eligible facility (boarding windows or doors, covering the roof, sandbagging, mold remediation, etc.) <input type="checkbox"/> Emergency repairs <input type="checkbox"/> Stabilize landslides <input type="checkbox"/> Temporary levees, berms, or dikes and sandbagging (alone or on top of a levee) <input type="checkbox"/> Place sand on a beach to serve as protection of improved property from waves and flooding 	
<p>1. What type of activity was performed?</p>	<ul style="list-style-type: none"> • What emergency measure was taken? • Is the jurisdiction legally required to perform this action? 	<ul style="list-style-type: none"> • Record activity performed • Document basis of legal responsibility, if needed
<p>2. What was the nature of the immediate threat requiring this action?</p>	<ul style="list-style-type: none"> • What condition caused the immediate threat? • What critical facilities were affected by the condition? • What essential services were affected by the condition? • How many people were affected? • Is the condition a direct result of the disaster? 	<ul style="list-style-type: none"> • Record nature of threat and impact on the public/community • Document any measures taken that are not eligible
<p>3. What scope of work was necessary to reduce or eliminate the threat?</p>	<ul style="list-style-type: none"> • What actions were taken? • What scope of services was provided (labor efforts, construction scope, etc.) • For what duration were the services provided? • How much overtime was incurred? • How many hours/days/vehicles were involved? • Were volunteers used? • Were donated resources used? 	<ul style="list-style-type: none"> • Record start and end dates for emergency protective measures • Record completed work and estimates for future work (scope of work and level of effort) • Document volunteer effort (but record cost as \$0)
<p>4. What is the estimated cost to perform this work?</p>	<ul style="list-style-type: none"> • What level of effort is expected for force account personnel? • What is the estimated cost for services and materials provided? • What is the estimated cost for constructed efforts? • Do you have any bid estimates or actual invoices for the work? 	<ul style="list-style-type: none"> • Document estimated costs, describing basis of cost estimate • Remember to allow only for overtime labor for emergency work • List volunteer effort as \$0
<p>5. Are there additional sites with comparable, but less severe damage?</p>	<ul style="list-style-type: none"> • What type of action is/was needed? • What is/was the nature of the immediate threat requiring this action? • What properties or services were affected? • What scope of work is/was necessary to reduce or eliminate the threat? • What is the estimated cost of this work? 	<ul style="list-style-type: none"> • Record circumstances and projected costs for similar damage elsewhere
<p>6. Will the State be requesting INF for these efforts?</p>	<ul style="list-style-type: none"> • If so, what portion of the work will be performed immediately and paid for within the first 60 days after the disaster declaration (if declared)? 	<ul style="list-style-type: none"> • Summary of emergency work efforts that would be eligible for INF

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Part 2 of 2 – Site Assessments and Projections: Category Based Review

PDA Questions	Supporting Questions	Possible Documentation
Category C – Roads and Bridges <ul style="list-style-type: none"> • Damage to transportation routes can isolate individuals and neighborhoods, impact the community's ability to access necessary health care and other critical need facilities, and hinder their ability to respond and recover after the event. Consideration should be given to alternate routes or repairs to temporarily restore critical routes. • Generally, eligible facilities include public roads (surfaces, bases, shoulders, ditches, drainage structures, low water crossings) and bridges (decking and pavement, piers, girders, abutments, slope protection, approaches). Roads and bridges that are generally not eligible are those that are part of a Federal-Aid route and fall under the authority of the FHWA, those that service USACE and NRCS levees and dams, and private roads, including homeowners' association roads, and other facilities that may be under the responsibility of another State or Federal agency, such as the Bureau of Reclamation, the Forest Service, or the Bureau of Indian Affairs. 		
1. Where is the road or bridge located? 2. Who has ownership and maintenance responsibility for the damaged road or bridge?	<ul style="list-style-type: none"> • Do you have maps that show ownership and maintenance responsibilities for all roads and bridges in the jurisdiction? • Are the maps up to date and accurate? • Who has previously completed similar repairs on this road or bridge? Do you have records to support this? 	<ul style="list-style-type: none"> • Identify route number and mile marker where damage occurred • Map of road and bridge repairs • Location of roads and bridges that are the responsibility of the State Highway Department or other entities
3. What are the impacts of the road or bridge damage?	<ul style="list-style-type: none"> • Are areas of the population isolated by the damage to the road or bridge? How many? • Is access to critical facilities affected? • Is access to major employers or commercial zones affected? • Are detours required? • How many extra miles/minutes does the detour require? • What is the impact to the detour route in terms of safety and traffic count? • How long is the restoration of the road or bridge expected to take? • Is an emergency bridge replacement structure needed? • What repair work has been completed or started? What is the scope and estimated cost of this effort? 	<ul style="list-style-type: none"> • Record nature of threat and impact on the public/community • Location of detours • Summary of actions taken
4. What damage did the road or bridge suffer? 5. Was the facility well maintained? 6. What work is necessary to repair the damage?	Roads <ul style="list-style-type: none"> • What is the road width? Surface type (pavement, gravel, etc.)? Other details of the road design? • What is the nature and extent of damage? <ul style="list-style-type: none"> ⇒ Roadway length, width, depth ⇒ Damage within right-of-way (shoulder, guardrails, culverts, drainage, slopes, traffic control devices) Bridges <ul style="list-style-type: none"> • What is the bridge length and type, number of lanes and width, number of spans, construction material? Other details of the bridge design? 	<ul style="list-style-type: none"> • Sketches and details of facility, damage, and scope of repair • Maintenance records, if readily available and of issue • Bridge inspection reports • Applicable codes and standards • Safety inspection reports • Photographs • Other available documentation

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Part 2 of 2 – Site Assessments and Projections: Category Based Review

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	<ul style="list-style-type: none"> Was the bridge completely destroyed? What is the nature and extent of damaged components? <ul style="list-style-type: none"> ⇒ Damage type and dimensions of piers, parapets, surface, abutments, superstructure, and approaches <p>Roads, bridges, and other components:</p> <ul style="list-style-type: none"> What work is necessary to repair the damages? Do you have maintenance records or bridge inspections records (for bridge damages) for this facility? Do you have specifications, codes, or standards that define the necessary work? 	<ul style="list-style-type: none"> Document any work that would not be eligible and explain why
7. What is the estimated cost for this effort?	<ul style="list-style-type: none"> How do you estimate costs of these types of repairs or construction activities? Do you have historic data for similar repairs or construction? 	<ul style="list-style-type: none"> Describe basis of cost estimate Historic or other cost data Calculated estimate of cost
8. Special Considerations <ul style="list-style-type: none"> Insurance Environmental Historic Preservation Hazard Mitigation 	<ul style="list-style-type: none"> Do you have insurance for this facility, or is it an insurable risk? <ul style="list-style-type: none"> ⇒ Does the facility have Federal insurance requirements resulting from previous disasters? Are there any environmental-related issues with this site or facility? Is the damaged facility on the National Register of Historic Places or the State registry? Have mitigation measures been constructed during previous repairs? <ul style="list-style-type: none"> - If so, how well did they perform? - If not, why were mitigation efforts not included? 	<ul style="list-style-type: none"> Damage locations identified on a FIRM Copies of the insurance policies, including any declarations pages and exclusion components Summary of constructed mitigation measures, including related facility locations and assessment of performance Summary of mitigation measures for consideration, related costs Location map or summary of environmentally sensitive areas Location map or summary of historic districts or buildings
9. Have there been similar damages to this facility in the past?	<ul style="list-style-type: none"> Has this facility been damaged in previous federally declared disasters? <ul style="list-style-type: none"> ⇒ If so, when? To what extent? ⇒ Have repairs been completed? ⇒ By whom? Has this facility been damaged in non-declared situations? 	<ul style="list-style-type: none"> Summary of previous disaster-related damages, including status of repairs

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Part 2 of 2 – Site Assessments and Projections: Category Based Review

PDA Questions	Supporting Questions	Possible Documentation
10. Are there additional sites with comparable, but less severe damage?	<ul style="list-style-type: none"> What is the design of the additional roads or bridges that were damaged? What is the impact of these damages on the community? What scope of work is necessary to repair or reconstruct these facilities? What is the estimated cost of this work? 	<ul style="list-style-type: none"> Record circumstances and projected costs for similar damage elsewhere
Category D – Water Control Facilities <ul style="list-style-type: none"> Damage to water control facilities can impact the community's ability to respond and recover after the event and can result in continued flooding-type damage. Consideration should be given to emergency measures to reduce or eliminate such impacts. Generally, eligible facilities include public dams and reservoirs, levees, lined and unlined engineered drainage channels, canals, aqueducts, sediment basins, shore protection devices, irrigation facilities (for PNP irrigation eligibility see 44 CFR 206.221(e)(3)), and pumping facilities, unless repairs are the responsibility of another Federal agency. Restoration of carrying or storage capacity of engineered channels, debris basins, and reservoirs may be eligible if the entity can document pre-disaster capacity. The USACE and the NRCS have primary authority for flood control works, whether constructed with Federal or non-Federal funds, as well as federally funded shore protection devices. 		
1. What is the function of the facility? 2. Who has ownership and maintenance responsibility for the facility?	<ul style="list-style-type: none"> What is the purpose and function of the facility (water control, flood control)? Who is responsible for repairs or construction for this facility? <ul style="list-style-type: none"> ⇒ Who has previously completed similar repairs on this facility? ⇒ Do you have records to support this? 	<ul style="list-style-type: none"> Identify location of facility and damage Documentation to support responsibility for repairs, if an issue
3. What are the impacts of the facility damage?	<ul style="list-style-type: none"> Is the damage causing flooding to adjacent properties? Is it necessary to evacuate the adjacent population? If so, for how long? How many people are affected? Is the threat ongoing or has sufficient action been taken to eliminate the threat? Are there other impacts as a result of the damage? What repair work has been completed or started? What is the scope and estimated cost of this effort? 	<ul style="list-style-type: none"> Record nature of threat and impact on the public/community Summary of actions taken
4. What damage did the facility suffer? 5. Was the facility well maintained? 6. What work is necessary to repair the damage?	<ul style="list-style-type: none"> What is the approximate pre-disaster height and length of the facility? What is the construction material (e.g., earth, concrete, rock, wood)? What is the specific damage to the major components (seepage, over-topping, erosion, or actual breaks, structure, or equipment damage)? What is the extent of the damages? Can they be repaired? Do any codes or standards apply to the repair or reconstruction? Did debris in the facility clog the system? Was the debris disaster-related or was a portion pre-existing? 	<ul style="list-style-type: none"> Sketches and details of facility, damage, and scope of repair Photographs Maintenance records, if readily available and of issue Applicable codes and standards Other available documentation Document any work that

Preliminary Damage Assessment – Field Team Checklist
Part 2 of 2 – Site Assessments and Projections: Category Based Review

PDA Questions	Supporting Questions (assess maintenance records)?	Possible Documentation
7. What is the estimated cost for this effort?	<ul style="list-style-type: none"> How do you estimate costs of these types of repairs or construction activities? Do you have historic data for similar repairs or construction? 	<p>would not be eligible and explain why</p> <ul style="list-style-type: none"> Describe basis of cost estimate Historic or other cost data Calculated estimate of cost
8. Special Considerations <ul style="list-style-type: none"> Insurance Environmental Historic Preservation Hazard Mitigation 	<ul style="list-style-type: none"> Do you have insurance for this facility, or is it an insurable risk? <ul style="list-style-type: none"> ⇒ Does the facility have Federal Insurance requirements resulting from previous disasters? Are there any environmental-related issues with this site or facility? Is the damaged facility on the National Register of Historic Places or the State registry? Have mitigation measures been constructed during previous repairs? <ul style="list-style-type: none"> ⇒ If so, how well did they perform? ⇒ If not, why were mitigation efforts not included? 	<ul style="list-style-type: none"> Damage locations identified on a FIRM Copies of the insurance policies, including any declarations pages and exclusion components Summary of constructed mitigation measures, including related facility locations and assessment of performance Summary of mitigation measures for consideration, related costs Location map or summary of environmentally sensitive areas Location map or summary of historic districts or buildings
9. Have there been similar damages to this facility in the past?	<ul style="list-style-type: none"> Has this facility been damaged in previous federally declared disasters? <ul style="list-style-type: none"> ⇒ If so, when? To what extent? ⇒ Have repairs been completed? ⇒ By whom? Has this facility been damaged in non-declared situations? 	<ul style="list-style-type: none"> Summary of previous disaster-related damages, including status of repairs
10. Are there additional sites with comparable, but less severe damage?	<ul style="list-style-type: none"> What is the design and function of the other facilities? What is the impact of these damages on the community? What scope of work is necessary to repair or reconstruct these facilities? What is the estimated cost of this work? 	<ul style="list-style-type: none"> Record circumstances and projected costs for similar damage elsewhere

Preliminary Damage Assessment – Field Team Checklist

Part 2 of 2 – Site Assessments and Projections: Category Based Review

PDA Questions	Supporting Questions	Possible Documentation
Category E – Buildings and Equipment <ul style="list-style-type: none"> • Damage to public buildings, particularly those considered critical facilities, can impact the community's ability to respond and recover after the event. Consideration should be given to alternate or temporary facilities to provide critical services. • Generally, eligible facilities include public buildings, structural components, interior systems such as electrical or mechanical work, equipment, vehicles, and contents, including furnishings, assuming the public entity is responsible for the repair or replacement. 		
1. What is the function and use of the facility? 2. Who has ownership and maintenance responsibility for the facility?	<ul style="list-style-type: none"> • What is the purpose and use of the facility? • Do you own the facility? • Do you lease the facility? <ul style="list-style-type: none"> ⇒ Does the lease require you to repair these types of damage? ⇒ Have you done so in the past? ⇒ How does the lease address damage to contents? 	<ul style="list-style-type: none"> • Identify location and function of facility and damage • Documentation to support responsibility for repairs, if an issue (for example, lease, ordinance, etc.)
3. What are the impacts of the facility damage?	<ul style="list-style-type: none"> • Does the facility provide a critical function that is disrupted by the damage? • Is providing this function at another location or through a temporary facility necessary? • What population base is affected by this disruption? • Can temporary shoring or other protective measures reduce the threat? <ul style="list-style-type: none"> ⇒ Is demolition necessary? • Are any known hazardous materials contained within the structure? • Are there other impacts resulting from the damage? • What repair work has been completed or started? What is the scope and estimated cost of this effort? 	<ul style="list-style-type: none"> • Record nature of threat and impact on the public/community • Summary of actions taken
4. What damage did the facility suffer? 5. Was the facility well maintained? 6. What work is necessary to repair the damage?	<ul style="list-style-type: none"> • What is the general design (dimensions, footprint, number of stories) and construction type of the structure (masonry, steel and glass, brick, wood)? • What is the nature and extent of damage to the major components (structural damage, windows broken, roof blown off, height of floodwater)? • Are contents and equipment damaged? What items are damaged? What is the extent of damage? • Can the damage be repaired or is reconstruction or replacement (contents) required? • What is the general scope for the repair or reconstruction? 	<ul style="list-style-type: none"> • Sketches and details of facility, damage, and scope of repair • Photographs • Maintenance records, if readily available and of issue • Applicable codes and standards • Other available documentation • Document any work that would not be eligible and explain why
7. What is the estimated cost for this effort?	<ul style="list-style-type: none"> • How do you estimate costs of these types of repairs or construction activities? • Do you have historic data for similar repairs or construction? 	<ul style="list-style-type: none"> • Describe basis of cost estimate • Historic or other cost data • Calculated estimate of cost

Preliminary Damage Assessment – Field Team Checklist
Part 2 of 2 – Site Assessments and Projections: Category Based Review

PDA Questions	Supporting Questions	Possible Documentation
8. Special Considerations <ul style="list-style-type: none"> Insurance Environmental Historic Preservation Hazard Mitigation 	<ul style="list-style-type: none"> Do you have insurance for this facility, or is it an insurable risk? <ul style="list-style-type: none"> ⇒ Does the facility have Federal insurance requirements resulting from previous disasters? Are there any environmental-related issues with this site or facility? Is the damaged facility on the National Register of Historic Places or the State registry? Have mitigation measures been constructed during previous repairs? <ul style="list-style-type: none"> ⇒ If so, how well did they perform? ⇒ If not, why were mitigation efforts not included? 	<ul style="list-style-type: none"> Damage locations identified on a FIRM Copies of the insurance policies, including any declarations pages and exclusion components Summary of constructed mitigation measures, including related facility locations and assessment of performance Summary of mitigation measures for consideration, related costs Location map or summary of environmentally sensitive areas Location map or summary of historic districts or buildings
9. Have there been similar damages to this facility in the past?	<ul style="list-style-type: none"> Has this facility been damaged in previous federally declared disasters? <ul style="list-style-type: none"> ⇒ If so, when? To what extent? ⇒ Have repairs been completed? ⇒ By whom? Has this facility been damaged in non-declared situations? 	<ul style="list-style-type: none"> Summary of previous disaster-related damages, including status of repairs
10. Are there additional sites with comparable, but less severe damage?	<ul style="list-style-type: none"> What is the design and purpose of these other facilities? What is the impact of these damages on the community? What scope of work is necessary to repair or reconstruct these facilities? What is the estimated cost of this work? 	<ul style="list-style-type: none"> Record circumstances and projected costs for similar damage elsewhere
Category F – Utilities <ul style="list-style-type: none"> Damage to public utilities can impact the community's ability to respond and recover after the event and may cause health and safety risks when services are disrupted. Consideration should be given to alternate or temporary facilities to provide critical services. Generally, eligible facilities include public water treatment plants and delivery systems; power generation and distribution facilities, including natural gas systems, wind turbines, generators, substations, and power lines; sewage collection systems and treatment plants; and communications, unless repairs are the responsibility of another entity. Surveys to look for damage, such as video inspection of sewer lines, are generally not eligible. Costs associated with increased operating expenses resulting from the disaster, or loss of revenue if a utility is shut down, are not eligible. 		
1. What type of utility service is provided by the facility? 2. Who has ownership and	<ul style="list-style-type: none"> What type of utility service (water distribution or treatment, gas, electricity, sewage treatment) is provided by the facility? Who is responsible for repairs or construction 	<ul style="list-style-type: none"> Identify location and purpose of facility and damages Documentation to support responsibility for repairs, if an

Preliminary Damage Assessment – Field Team Checklist
Part 2 of 2 – Site Assessments and Projections: Category Based Review

PDA Questions	Supporting Questions	Possible Documentation
maintenance responsibility for the facility?	<p>efforts for this facility?</p> <p>⇒ Who has previously completed similar repairs on this facility?</p> <p>⇒ Do you have records to support this?</p>	Issue
3. What are the impacts of the facility damages?	<ul style="list-style-type: none"> Do the damages impact the ability of the utility to provide service to the community? Are there health and safety risks resulting from the damage? What population base is affected by this disruption in service? Is providing this function through another entity or through emergency or temporary means necessary? Is the threat ongoing or has sufficient action been taken to eliminate the threat? Are there other impacts resulting from the damage? What repair work has been completed or started? What is the scope and estimated cost of this effort? 	<ul style="list-style-type: none"> Record nature of threat and impact on the public/community Summary of actions taken
4. What damage did the facility suffer? 5. Was the facility well maintained? 6. What work is necessary to repair the damage?	<ul style="list-style-type: none"> What is the design of the facility or system? What is the nature and extent of damage to each of the major plant components (buildings, filters, generators, or other equipment affected by fires, short-circuiting, water damage, structural damage, and underground breaks)? What is the nature and extent of damage to the distribution or collection system (size of the line, length, and number of manholes)? ⇒ Estimate the feasibility of bypassing the damaged section and, if so, describe the type of bypass. How was damage to underground systems identified or verified? How many days is the service estimated to be off line? When is service estimated to be resumed? What is the extent of the damage? Can it be repaired or is reconstruction or replacement (contents) required? What is the general scope for the repair or reconstruction? What effort has been, or will continue to be, provided by the local resources? 	<ul style="list-style-type: none"> Sketches and details of facility, damage, and scope of repair Photographs Maintenance records, if readily available and of issue Applicable codes and standards Other available documentation Document any work that would not be eligible and explain why
7. What is the estimated cost for this effort?	<ul style="list-style-type: none"> How do you estimate costs of these types of repairs or construction activities? Do you have historic data for similar repairs or construction? 	<ul style="list-style-type: none"> Describe basis of cost estimate Historic or other cost data Calculated estimate of cost
8. Special	<ul style="list-style-type: none"> Do you have insurance for this facility, or is it an 	<ul style="list-style-type: none"> Damage locations identified

Preliminary Damage Assessment – Field Team Checklist
Part 2 of 2 – Site Assessments and Projections: Category Based Review

PDA Questions	Supporting Questions	Possible Documentation
Considerations <ul style="list-style-type: none"> • Insurance • Environmental • Historic Preservation • Hazard Mitigation 	<p>Insurable risk?</p> <p>⇒ Does the facility have Federal insurance requirements resulting from previous disasters?</p> <ul style="list-style-type: none"> • Are there any environmental-related issues with this site or facility? • Is the damaged facility on the National Register of Historic Places or the State registry? • Have mitigation measures been constructed during previous repairs? <p>⇒ If so, how well did they perform?</p> <p>⇒ If not, why were mitigation efforts not included?</p>	<p>on a FIRM</p> <ul style="list-style-type: none"> • Copies of the insurance policies, including any declarations pages and exclusion components • Summary of constructed mitigation measures, including related facility locations and assessment of performance • Summary of mitigation measures for consideration, related costs • Location map or summary of environmentally sensitive areas • Location map or summary of historic districts or buildings
9. Have there been similar damages to this facility in the past?	<ul style="list-style-type: none"> • Has this facility been damaged in previous federally declared disasters? <p>⇒ If so, when? To what extent?</p> <p>⇒ Have repairs been completed?</p> <p>⇒ By whom?</p> <ul style="list-style-type: none"> • Has this facility been damaged in non-declared situations? 	<ul style="list-style-type: none"> • Summary of previous disaster-related damages, including status of repairs
10. Are there additional sites with comparable, but less severe damage?	<ul style="list-style-type: none"> • What is the design and purpose of these other facilities? • What is the affect of the damage on the community? • What scope of work is necessary to repair or reconstruct these facilities? • What is the estimated cost of this work? 	<ul style="list-style-type: none"> • Record circumstances and projected costs for similar damage elsewhere

Preliminary Damage Assessment – Field Team Checklist

Part 2 of 2 – Site Assessments and Projections: Category Based Review

PDA Questions	Supporting Questions	Possible Documentation
Category G – Parks, Recreational, and Other <ul style="list-style-type: none"> • Damage to parks, recreational facilities, and other facilities can impact the community's ability to respond and recover after the event, particularly in relatively open (non-restricted) areas where unsafe conditions could harm the public. Consideration should be given to securing such damaged areas from public access. • Generally, eligible facilities include public mass transit facilities, such as railways, playground equipment, swimming pools, bath houses, tennis courts, boat docks, piers, picnic tables, golf courses, fish hatcheries, and facilities that do not fit into Category C through F, unless repairs are the responsibility of another entity. PNP-owned parks and recreational facilities, including supporting roads, buildings, and utilities, are not eligible. Natural features are not eligible unless improved and maintained. Specific criteria apply to beaches, trees, and ground cover (see the <i>PA Guide</i> for eligibility criteria). 		
1. What is the type and purpose of the facility that incurred damage? 2. Who has ownership and maintenance responsibility for the facility?	<ul style="list-style-type: none"> • What is the purpose and function of the facility? • Who is responsible for repairs or construction for this facility? <ul style="list-style-type: none"> ⇒ Who has previously completed similar repairs on this facility? ⇒ Do you have records to support this? • Is there only one responsible party for maintenance of the facility? 	<ul style="list-style-type: none"> • Identify location and purpose of facility and damage • Documentation to support responsibility for repairs, if an issue
3. What are the impacts of the facility damage?	<ul style="list-style-type: none"> • Is the damage causing unsafe or unstable conditions that could harm individuals? • Does the disruption of the facility negatively affect the community? • How many people are affected? • Is the threat ongoing or has sufficient action been taken to eliminate the threat? • Are other impacts resulting from the damage? • What repair work has been completed or started? What is the scope and estimated cost of this effort? 	<ul style="list-style-type: none"> • Record nature of threat and impact on the public/community • Summary of actions taken
4. What damage did the facility suffer? 5. Was the facility well maintained? 6. What work is necessary to repair the damage?	<ul style="list-style-type: none"> • Where in the park was the damage? Was the park in use at the time (seasonal)? • Is the damaged element a beach? <ul style="list-style-type: none"> ⇒ Is the beach considered an engineered feature? ⇒ Was it built to required standards? ⇒ Was the beach maintained? ⇒ Are records available? • What facilities were damaged? Where are they in the park? Are they essential to the operation of the facility? • Was the damage in a natural area or an improved area? Is the damaged component an improved and maintained feature? • What is the nature and extent of damage to the major components of the facility (scope of damage, dimensions and details of damaged component)? • What is the extent of the damage? Can it be repaired? 	<ul style="list-style-type: none"> • Sketches and details of facility, damage, and scope of repair • Photographs • Maintenance records, if readily available and of issue • Applicable codes and standards • Other available documentation • Document any work that would not be eligible, and explain why

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PDA Questions	Supporting Questions	Possible Documentation
7. What is the estimated cost for this effort?	<ul style="list-style-type: none"> How do you estimate costs of these types of repairs or construction activities? Do you have historic data for similar repairs or construction? 	<ul style="list-style-type: none"> Describe basis of cost estimate Historic or other cost data Calculated estimate of cost
8. Special Considerations <ul style="list-style-type: none"> Insurance Environmental Historic Preservation Hazard Mitigation 	<ul style="list-style-type: none"> Do you have insurance for this facility, or is it an insurable risk? <ul style="list-style-type: none"> ⇒ Does the facility have Federal insurance requirements resulting from previous disasters? Are there any environmental-related issues with this site or facility? Is the damaged facility on the National Register of Historic Places or the State registry? Have mitigation measures been constructed in previous repairs? <ul style="list-style-type: none"> ⇒ If so, how well did they perform? ⇒ If not, why were mitigation efforts not included? 	<ul style="list-style-type: none"> Damage locations identified on a FIRM Copies of the insurance policies, including any declarations pages and exclusion components Summary of constructed mitigation measures, including related facility locations and assessment of performance Summary of mitigation measures for consideration, related costs Location map or summary of environmentally sensitive areas Location map or summary of historic districts or buildings
9. Have there been similar damages to this facility in the past?	<ul style="list-style-type: none"> Has this facility been damaged in previous federally declared disasters? <ul style="list-style-type: none"> ⇒ If so, when? To what extent? ⇒ Have repairs been completed? ⇒ By whom? Has this facility been damaged in non-declared situations? 	<ul style="list-style-type: none"> Summary of previous disaster-related damages, including status of repairs
10. Are there additional sites with comparable, but less severe damage?	<ul style="list-style-type: none"> What is the design and purpose of these other facilities? What is the affect of the damage on the community? What scope of work is necessary to repair or reconstruct these facilities? What is the estimated cost of this work? 	<ul style="list-style-type: none"> Record circumstances and projected costs for similar damages elsewhere